



- ORP Members use this form to direct PERSI to pay insurance premiums through the unused sick leave program.

- Fill out this form including signature and date.
- Attach a letter from the ORP administrator (or the administrator can email it directly to PERSI) stating the effective date you started receiving a retirement benefit and the amount of the monthly benefit.
- Send this form with attached administrator letter to PERSI.

Member Acknowledgement	
I understand that once the balance of my unused sick leave credit is insufficient to make a full monthly premium payment, a partial payment will be made to the insurance company, and the remainder of the balance will be billed by the insurance company to me directly, or to my ORP.	
Signature	Date

